COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2019 HAR 29 AM 10: 42

(Signature of Traveler)

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Lot Kwarteng			
Office of Senator Debbie Stabenow			
Jobs for the Future(JFF), Lumina FOundation and The Joyce Foundation ravel Expenses Paid by (List all sources): February 21, 2019 - February 22, 2019 Fravel Date(s):			
Copy of Trip Invitation and final version	of the Private Sponsor Travel Certification Form (PSTCF)		
Purpose of Amendment (describe the reason	n for amending original submission):		
•	n for amending original submission):invitation and private sponsor travel certification form		
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FOR ECONOMIC ADVANCEMENT

Good morning Lot,

We are writing to invite your participation in an upcoming site visit for Jobs for the Future's (JFF), Lumina Foundation's and the Joyce Foundation's Congressional Staff Network on Economic Advancement. This visit will take place in Memphis, Tennessee from Thursday, February 21st – Friday, February 22nd, 2019. Participants will fly from DC to Memphis on the morning of February 21st, participate in meetings and site visits throughout the two days, and then fly back to DC in the late afternoon of February 22nd.

In Memphis, staff will learn about how the region is reinventing its workforce and postsecondary education systems to address the needs of its high demand industry sectors. We will hear about how Memphis is creating pathway opportunities, starting in high school, in these high demand fields of study. We will also learn about how the region is addressing reintegration and poverty alleviation through pathways approaches in SNAP, WIOA Youth and other programs – to ensure equal opportunities for disadvantaged populations.

Memphis provides a very interesting example for staff to see about how federal funding has been used to rethink and reform a region's education and workforce development efforts -- to ensure they are responsive to the skill needs of leading employers. Staff will hear from the Greater Memphis Alliance for a Competitive Workforce (GMAC), a workforce intermediary, about its work to deepen stakeholder connections and build strong college and career pathways with help from federal TAACCCT and America Promise grants. We will hear from leading employers, in transportation/logistics, medical device manufacturing, and healthcare about how they have engaged the community to ensure that education and training efforts in the region are meeting their changing needs. We will talk with education and workforce system providers about the changes they are making to ensure the relevance of training efforts. And we will hear from state initiatives including TN Promise, Pathways Tennessee and Tennessee Reconnect to learn how they are working in Memphis and Shelby County.

In the next week, we will send more information regarding the trip, including a final agenda and the necessary Ethics documentation. We hope you can join us!

Mary Clagett, Senior Director of Workforce Policy, JFF

January 14, 2019

Mary Clayett

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

S	ponsor(s) of the trip (please list all sponsors): Jobs for the Future (JFF), Lumina Foundation and The
	oyce Foundation.
D	escription of the trip:
it	y and innovative education, workforce and poverty alleviation programs. See attachments for detail.
D	ates of travel: February 21, 2019 - February 22, 2019
	lace of travel: Memphis, TN
	ame and title of Senate invitees: See attachments for more detail.
Į	gertify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal,
įΝ	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
Ţ	certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	JFF, Lumina Foundation and The Joyce Foundation select sites and topics around which to base site
	visits based on the quality of programming and their relationship to education, workforce development
	and poverty alleviation policy. See attachments for more detail.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: See attachments for each sponsor's mission and how the purpose of the trip relates to that mission.
1./	Briefly describe each sponsor's prior history of sponsoring congressional trips:
14	JFF has previously planned similar trips for over 10 years. Lumina Foundation and The Joyce Foundation
	recently co-sponsored a similar trip with JFF in August 2018 to Detroit, Ml. Prior to August 2018, JFF was
	the only sponsor. See attachments for more detail.
	· · · · · · · · · · · · · · · · · · ·

Each sponsor performs additional educational activities outside of sponsoring congressional trips. See attachments for more detail.						
Total Expenses for Ba	ch Participant:	•	•	······		
	Transportation Lypenses	Lodging	Meal Expenses	Other Expenses		
⊠ Good Faith estimate	\$425.00 (see attachments for more detail)	\$121.00 (see attachments for more detail)	\$112.00 (see attachments for more details)	NONE		
Actual Amounts			-			
State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation: b) The trip involves events that are arranged or organized specifically with regard to Congressional						
participation.			· · · · · · · · · · · · · · · · · · ·			
Reason for selecting the location of the event or trip						
	tion and The Joyce For		mphis, TN due to the	city's Innovative		
strategles in address	ing education, workford	e development and p	overty policy. See att	tachments for de		
Name and location of hotel or other lodging facility:						
The Peabody Hotel: 149 Union Ave. Memphls, TN 38103						
- "	Reason(s) for selecting hotel or other lodging facility:					
Reason(s) for selecting	ng hotel or other lodgin	g facility:				

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
	The lodging expenses will equal the government per diem rate for Memphis, TN in February. The meal
	expenses will be less than the government per diem rate for Memphis, TN in February.
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
	Round trip coach class commercial airfare will be provided from DC to Memphis. In addition, a chartered
	bus service is reserved for two days of ground transportation.
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:
	NONE
25.	more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor:
	Name and Title: Maria Flynn, President/CEO
	Name of Organization: Jobs for the Future (JFF)
	Address: 122 C st NW Washington, DC 20001
	Telephone Number: 617-728-4446
	Fax Number:
	E-mail Address:mflynn@lff.org

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

SIGNATURE PAGE FOR ADDITIONAL SPONSOR (to be completed by each additional sponsor)

	I hereby certify that the information contained on pages 1-4 of the certification form and any
<u> </u>	accompanying addends, all submitted in connection with the 2/21/2019 2/22/2019 trip Dates of Travel is true, complete, and correct. Place of Travel
	Signature of Travel Sponsor: Stantage
	Name of Organization: The Joyce Foundation 321 North Clark St. Suite #1500 Chicago, IL 60654
	Telephone Number; 312-782-2464
	Pax Number:

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

SIGNATURE PAGE FOR ADDITIONAL SPONSOR (to be completed by each additional sponsor)

	submitted in connection with the 2/21/2019 2/22/2019 Dates of Trayel (Month Day, Year)
to Memphis, TN Place of Travel	is true, complete, and correct.
Place of Travel Signature of Travel Sponsor:	044
Name and Title: Danette	Howard, Ph.D., Senior Vice President
Name of Organization: Lun	nina Foundation
Address: 30 S Meridia	an St. Sulte #700 Indianapolis, IN 46204
Telephone Number: 800-8	
Fax Number:	
dhowar	d@luminafoundation.org

Attachments

Congressional Staff Network for Economic Advancement February 21, 2019 – February 22, 2019 Memphis, TN

Question #2 Description of the Trip:

The Congressional Staff Network for Economic Advancement brings together a bicameral, bipartisan group of senior Congressional staff to focus on policy issues at the core of economic mobility: K-12 education, postsecondary education, workforce development, and poverty alleviation. The purpose of this trip is to examine high quality and innovative education and workforce training programs that focus on the economic needs of the city, its employers and its people. Staff will see innovative programs that meet the skill needs of the region's critical industries, talk with students, teachers, state and local officials and employers who are involved in the development and in carrying out these programs.

Question #5 Senate Staff:

Adzua Agyapo, Legislative Fellow, Office of Senator Bennet

Jake Baker, Professional Staff, Senate HELP Committee

Kendrick Davis, Policy Advisor, Office of Senator Harris

Sam Hattrup, Legislative Correspondent, Office of Senator Portman

Rebecca Howard, Legislative Assistant, Office of Senator Jones

Lot Kwarteng, Legislative Assistant, Office of Senator Stabenow

Lindsay Linhares, Senior Policy Advisor, Office of Senator Hyde-Smith

Ryan Martin, Senior Human Services Advisor, Senate Finance Committee

Katherine McClelland, Workforce and Education Policy Advisor, Senate HELP Committee

Karishma Merchant, Senior Education Policy Advisor, Office of Senator Tim Kaine

Marisa Morin, Policy Fellow, Office of Senator Wyden

Cortney Segmen, Legislative Correspondent, Office of Senator Kaine

Brittany Weaver, Legislative Assistant, Office of Senator Hassan

Question #12 Role of Sponsor:

Jobs for the Future (JFF), Lumina Foundation and The Joyce Foundation work together to select sites and topics of interest around which to base site visits and forums, considering congressional staff interest, the quality of programming, and whether or not these

programs have a relationship to workforce development, education policy and poverty alleviation. The sponsors develop and execute the agenda and arrange logistics for the trip. JFF serves as the point of contact for staff.

Question #13 Mission of Sponsors:

JFF's mission is the development of education, training and supportive programs and policies that expand opportunities for low income and disconnected youth and adults to attain the education, training and credentials necessary to find good jobs and family sustaining careers. Lumina Foundation's mission is the commitment to making opportunities for learning beyond high school available to all: envisioning a system that is easy to navigate, delivers fair results, and meets the nation's need for talent through a broad range of credentials. The Joyce Foundation's mission is investing in public policies and strategies to advance racial equity and economic mobility for the next generation. All three sponsors' work is informed by research, analysis, and best practice. JFF's, Lumina Foundation's and The Joyce Foundation's missions align with the purpose of the trip, learning and highlighting programs that expand opportunities for all through education, workforce development and poverty alleviation policy.

Question #14 History of Sponsor: The Congressional Staff Network has sponsored site visits and DC based forums for over 10 years. Examples of this work include the following: site visits where senior congressional staff have examined high quality workforce programs and learned from experts and practitioners on the ground, about the impact of federal policy in their fields of responsibility: Charlotte, NC; Bridgeport, CT; Cincinnati, OH; Madison, WI; Philadelphia, PA; Detroit, MI, Wichita, KS, Nashville, TN, Seattle, WA, Eastern KY, Fredericksburg, VA; and a second visit to Detroit, MI. The purpose of these trips (and the Network) is to provide in-depth learning opportunities for staff on workforce, education, and poverty alleviation issues. Last year, Lumina Foundation and The Joyce Foundation were co-sponsors, playing a substantive role in the planning and development of the Congressional Staff Network site visit. Lumina Foundation and The Joyce Foundation co-sponsored a similar trip in August, 2018 to Detroit, MI. Prior to that visit JFF was the sole sponsor.

Question #15 Other Educational Activities of Sponsor:

JFF works with partners around the country to design and drive the adoption of education and career pathways leading to college, career readiness and career advancement for those struggling to succeed in today's economy. JFF improves pathways from high school to college to family-sustaining careers through relevant technical assistance, research, publication of reports, and hosting events (including national conferences) and engaging in policy analysis. Lumina Foundation is working with partners to bring greater transparency to all credentials and better serve underrepresented communities through: robust communication - providing daily newsletters to the public which highlight Lumina's recent publications as well as other publications that are relevant to their mission; and funding projects that research and implement (through technical assistance) best practices around education, training and overall skill development throughout the nation. Lumina Foundation's work supports smoother student transitions and creative, flexible pathways for all learners. The Joyce Foundation supports policy research, development and advocacy

- identifying innovative solutions and investing in their success. Through this work, The Joyce Foundation: funds organizations that focus on education and economic mobility, convenes coalitions focused on a specific education or workforce strategy and promotes findings through distribution of materials (i.e. policy briefs or reports).

Question #16 Good Faith Estimates for Senate Staff Travel and Meal Expenses:

Transportation: Round trip coach class commercial airfare from DCA (DC) → MEM (Memphis) = \$350.00 per person. On the ground transportation, via chartered coach class bus service for two days in Memphis = \$75.00 per person. Total transportation expenses = \$425.00 per person.

Lodging: Lodging at the Peabody Hotel for one night = \$121.00 per person.

Meals: Meals for two days of travel = \$112.00 per person

Question #18 Reason for Selecting Location:

The sponsors selected Memphis, Tennessee for this site visit because of its efforts in developing its workforce and preparing its citizens for employment opportunities in high demand industries. Memphis is rebuilding its economy, hoping to engage more of its hardest to serve populations in the local job market. This visit will highlight Memphis' commitment to innovative K-12, post-secondary and workforce models that promote skill development and poverty alleviation. The visit will shed light on implications for K-12, higher education and workforce development policy, specifically on: career pathway approaches and strategies for supporting today's most vulnerable learners.